I. Purpose

Technology House is a program house chartered by the Brown University Office of Residential Life to provide a community for students with an interest in science and technology. An administrative body and common living space provide members with the tools, skills, and collaborators needed to encourage creative pursuits related to science and technology.

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II. Organization

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A. Voting

This section describes how Technology House will vote.

1. Unless otherwise specified, each member has the right to vote on each proposal. Unless otherwise specified, all votes shall be determined by a simple majority vote of voting members present during the vote. Absentee votes are prohibited unless explicitly permitted by a specific type of vote.
2. A quorum shall be met if at least half of in house members are present for a vote, or the presiding member judges that attendance is sufficient to conduct business. No vote shall be binding unless a quorum is met.
3. Members may vote for a proposal, against a proposal, or abstain from voting. Majorities are determined based on the number of members voting for or against a proposal. A majority is achieved if more members are for a proposal than against. A 2/3 majority is achieved if there are more than twice as many votes for a proposal than against. A 3/4 majority is achieved if there are more than three times as many votes for a proposal than against.
4. Any member may submit a proposal, so long as it does not contradict the constitution or bylaws. If the proposal is valid and receives a second, it may be voted upon.
5. All officers, including the President, shall be elected by secret ballot using the Schulze method. All officers, including the president, shall be elected following the induction of new members each Spring. Vacant positions shall be filled in elections held at the earliest opportunity, as determined by the remaining officers.

6. Unless otherwise specified, all members who will be members of Technology House for any part of the upcoming academic year, or are graduating members, may debate and vote for all officer positions, with the exception of the presidency. The above members, with the exception of graduating members may vote to set dues. All members who will live in Technology House for the entire upcoming academic year may run, if nominated, for any officer positions, with the exception of the presidency.
7. Any member who has lived in Technology House for any period of time and will be a member for any part of the president's term, either complete or partial, or is a graduating member, may vote for the president, nominate members to run for president, and vote for new members. Any member who has lived in Technology House for at least a semester and will live in Technology House for the entirety of the president's term, may run for the position if nominated.

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B. Officers

This section describes the structure, selection, and review of Technology House leadership.

1. There will be at least three and no more than six officers; officers must be current in-house members.
2. The purpose of officers is to supply the body of members with an executive body that provides direction to the house. All officers have equal voting power.
3. There must be a president and treasurer. Common officer positions include: house manager, projects manager, social chair and vice president.
4. An officer may serve less than the entirety of his term if removed from his position by resignation, the unanimous request of the other officers affirmed by a simple majority of the house or a vote of no confidence.
5. There shall be two officer review meetings during each academic year. The Vice President shall preside while the President is subject to review. Meetings shall fall near mid-semester in Spring and Fall. The house must be notified, and each officer notified in person, at least one week, but within two weeks of each review.

6. At each officer review meeting there shall be a discussion of each officer, with the intention of providing germane feedback to that officer. No officer shall be present while he is being reviewed or voted upon. A vote of confidence shall be taken with regards to each officer. A three-quarters super majority is necessary for a vote of no-confidence. The officer in question is permitted to vote by absentee ballot.
7. Any position vacated by a vote of no-confidence shall be filled in a special election in the following meeting. The officer who was removed is eligible to run again.

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C. Administrative Positions

This section describes non-officer positions.

1. With the consent of the house and officers, members may be assigned to administrative positions that do not require the voting powers of an officer.
2. Common administrative positions include recruiting manager, community service director, scribe, and kitchen manager.
3. Administrative positions may be filled by one or more person, depending on their function.
4. If more members are interested in and qualified for a position than can occupy the position, a vote may be taken.

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III. Administration

[edit]

A. Dues

This section describes the process for setting and collecting dues.

1. Each member is required to pay full dues each semester. If a member is unable to pay, special arrangements shall be made with the treasurer. Arrangements that do not include full payment of dues over the course of the semester must be approved by the officers.
2. If a member leaves Technology House for any reason within the first month of the semester, his dues will be refunded to him. Any person who loses membership for any reason shall not have his dues refunded.

3. Dues shall never be refunded, in whole or in part, beyond the first month. All dues shall be the property solely of Technology House.
4. The amount of dues shall not change over the course of the year; changes can only be made from year to year.
5. The amount of dues shall be set in the spring, following the induction of new members.

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B. Budget

This section describes the construction of the budget.

1. The budget shall be structured by the officers based upon proposals presented by members of the house. The budget will be finalized by a series of votes at a general house meeting early in the semester.
2. The house shall authorize the officers to make budget adjustments up to a given numerical limit, or percentage. Larger adjustments must be authorized by vote at a general meeting.

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C. Meetings

This section describes the process by which meetings shall be conducted.

1. Officers' meetings will be open to all members unless circumstances motivate the officers to request privacy. Any non-officer may be asked to leave if he is hampering the meeting.
2. General body meetings will be conducted by the president or an appointee of the president if he is unable to attend. In the absence of an appointee, the Vice President shall preside.
3. Any meeting that is not held at the regularly scheduled time must be announced at least 24 hours in advance. These meetings shall follow the same procedure as regularly scheduled meetings.
4. Meetings may either be formal or informal. By default, meetings shall be conducted informally. If any member feels that a formal meeting is necessary to preserve order or protect the rights of those present, he may request that the meeting be conducted as a formal meeting. Approval of 1/4 of the members present is required to change to a formal meeting. The president or presiding member will enforce parliamentary procedure in a formal meeting.

5. Disruptive members may be asked to leave a meeting. A simple majority of members present is necessary to remove a disruptive member at an informal meeting. Distruptive members may be removed by the presiding officer at a formal meeting. A member who is removed from a meeting shall be granted the right to vote by absentee ballot when a vote requires a supermajority.

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IV. Membership

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A. New Members

This section describes the process by which Technology House shall recruit and induct new members.

1. New members are recruited in the spring and selected based upon a recruiting format set forth in the bylaws. Expectations and responsibilities of new members shall be set forth in the bylaws.
2. A member of the house will be appointed by the officers to organize the recruiting effort.
3. The house shall not be compelled to extend membership to any person seeking it. However, recruiting shall be structured so as to consider every person with a genuine interest in Technology House.
4. New members must spend their first semester living in House, except in cases of extenuating circumstances (e.g. financial, medical, or spending sufficient time with the community) subject to approval by a 2/3 majority vote of dues paying members who are present and voting.

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B. Out-of-House Membership

This section describes out-of-house membership, enumerating its rights and responsibilities.

1. Out-of-house membership is available to members who will be students enrolled at Brown University, though not residing in Technology House. The members may approve or deny a request for out-of-house membership by a vote.

2. An out-of-house member who is a graduate or medical student beyond his first year of study in such a program is not granted the right to vote.
3. Out-of-house dues shall be half that of normal dues.
4. In order to vote to set dues, for president, or on the induction of new members, out-of-house members are required to place a sum of money in escrow with the treasurer equal to half of normal dues. If this sum is less than the dues owed by the member in the upcoming semester, the member must pay the balance in a timely fashion. If this sum is greater than the dues owed by the member in the upcoming semester, the treasurer will refund the balance.

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C. Loss of Membership

This section describes the process by which a member may lose his membership.

1. Membership may be voluntarily surrendered by resignation. All privileges of membership are relinquished and dues shall not be refunded.
2. Acts that jeopardize membership are: unwillingness but ability to pay dues, willful damage to, destruction of, or theft of house property, or acting in such a way which causes, or would cause if brought to light, legal or disciplinary action to be taken against the house.
3. If a member commits an act that jeopardizes his membership, a member shall bring formal charges against the member by presenting the offense to the officers. The charging member and the officers will discuss the offense in question. The officers shall decide whether to support the member bringing the charges before the house.
4. If the member bringing formal charges wishes to remain anonymous, that member must provide one person to act as a stand-in for him/her.
5. The member bringing charges may present the charges to the house with or without the support of the officers. Any meeting where charges are brought shall become a formal meeting.
6. The accused member must be informed of pending charges against him at least 48 hours prior to any public notification. This time is used to negotiate between the accused and the member filing charges with the intent of solving the conflict and preventing the expulsion trial. Charges must be submitted to the house in writing and the purpose of a meeting where membership is

jeopardized must be explicitly stated at least 24 hours prior to any such meeting.

7. When charges are brought before the house, an officer or the charging member shall describe the offense. In the case of anonymity, the non-anonymous representative must describe the offense to the house. The accused member will be asked to give an explanation.
8. After discussing both charges and explanation, the house shall vote as to whether the charges presented are sufficient to warrant loss of membership, and whether the charges are true.
9. If the charges are found to be sufficient to warrant loss of membership, and the charges are found to be true, the accused member shall be stripped of his membership, unless his membership is sustained at the next general meeting by a 3/4 majority.
10. If membership is not sustained by the house, all privileges associated with membership are immediately revoked, including, if possible, housing.
11. If a member disrupts house activities while not committing an that would automatically jeopardize membership, charges may still be brought against the member by the procedures enumerated above. However, in the absence of an action that would automatically jeopardize membership, the vote taken shall be to strip a member of membership, rather than to sustain the members membership. A 3/4 majority is necessary to strip a member of membership.
12. Members who are unable to attend the meeting may submit an authenticated and verifiable absentee ballot with the officers. Any member wishing to recount the ballots may do so at the meeting under the supervision of the officers. Any member who has formal charges brought against him is not permitted to vote to revoke or sustain his membership. If more than one member is in jeopardy, each shall be considered separately.
13. Should new evidence come to light, charges may be brought agaain against the member by a different member.

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V. Housing Lottery

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A. Lottery Procedure

This section describes the process by which housing assignments within Technology House shall normally be determined.

1. The lottery for the Fall semester shall be conducted following the induction of new members in the Spring.
2. After roommate pairs have been chosen, members shall be ranked in decreasing order by the number of semesters that they have paid their dues in full to Technology House. New members hold a semester standing of zero.
3. This ranking shall be further sorted by members' semester standing as recognized by the University at the time of the lottery.
4. If members share Technology House semester standing and Brown semester standing, their relative ranking shall be determined by random lottery number. Numbers shall be generated by the President in the presence of another officer and a non-officer. Lottery numbers shall only be generated once per lottery.
5. The person with the best rank, as determined by the above method shall choose his room first, followed by the next person, until the list is exhausted.
6. Individuals living together in a double shall select their room assignment simultaneously on the turn of the better ranked individual.
7. A map of all available rooms shall be placed in a common area of the house. The person or pair eligible to pick the next room shall select a room, fill out a registration card, mark the room as selected on the map, and contact the next person eligible to pick. An officer shall be present in the room at during housing selection and sign for each selected room.
8. All persons engaged in the lottery must be present at the lottery until they have selected a room, or have authorized proxies to pick for them. Persons not present risk being skipped. Any member selecting a room out of order may be ignored as though he had not made that selection.

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B. Special Lottery Procedure

This section describes the process by which housing assignments within Technology House shall be determined at times other than the typical lottery.

1. In the event of a Spring room vacancy, members interested in moving shall contact the officer normally in charge of conducting the lottery.

2. Interested members shall be ranked and select rooms according to the above procedures.
3. In the event that there exists a double with a single occupant, the remaining occupant may select a roommate of his choosing. If the occupant refuses to select a roommate, the officers fill the vacancy, or inform Residential Life of the vacancy.
4. Other vacancies shall be dealt with by the body of officers in accordance with Residential Life regulations.

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VI. Amendments and Bylaws

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A. Bylaws

This section describes the process by which bylaws may be executed, introduced, added and modified.

1. Bylaws may never contradict, supersede, or refute the constitution.
2. Bylaws may change year to year based upon the proposals of members and officers.
3. Bylaws may be added, deleted, or modified by the officers, or by a simple majority vote of the house. If a member raises issue with a change, the bylaw shall be put to a simple majority vote before the house.
4. Bylaws must be submitted to the house and officers in writing at least 24 hours prior to being voted upon.

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B. Amendments

This section describes the process by which the Technology House constitution can be changed.

1. There shall be no ex post facto amendments.
2. Any member seeking to amend the constitution shall present his proposed changes to the officers, who may help to write an amendment for presentation to the house.

3. The officers or the proposing member must present all amendments at a general body meeting, allowing for discussion and alteration of the amendment.
4. At the meeting following its discussion, an amendment may be put to a vote if its author or the officers so desire.
5. The house will vote on the amendment in its final form. At least 3/4 of those voting must approve the amendment for it to be added to the constitution. A failed amendment may be rewritten and presented at a later time, or it may be abandoned.
6. All amendments must be submitted to the house and officers in writing at least 24 hours prior to a vote.
7. Any member unable to attend the meeting is entitled to cast an absentee ballot through an officer. Non-officers may not submit ballots for others.

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VII. Alumni Association

1. Technology House officially recognizes the Technology House Alumni Association (THAA) as its only official Alumni Association.
2. Technology House agrees to share information with THAA concerning graduating members, events and projects at Technology House, constitutional amendments or bylaws referring to THAA, and other information that furthers the goals of THAA.
3. Technology House will appoint an alumni liaison every year who will ensure that Technology House has regular back and forth communications with the Association.
4. The set of Technology House alumni is defined as the union of the following sets: THAA current members, and Brown undergraduates who have previously been Technology House members. In the case of THAA membership revocation, Techhouse members will be notified.
5. Alumni membership for an individual as defined in paragraph 4 may be overridden on a case-by-case basis by a three-quarters majority vote of the house.